DIRECTIONS: Please send the following documentation to Matthew Millard at matthew.millard@idph.iowa.org as PDF file(s). Documents will be reviewed and findings will be sent within ten (10) business days.

- □ Course Syllabus
- □Timeline of course content

(use the **Final Classroom Evaluation** form as a guide of what course content must be covered)

 Description of how the course material will be delivered

(online, classroom, hybrid...)

- □ List of course material to be used (textbook, handouts, online applications...)
- □ List of course instructor(s) teaching the didactic component of the program

(including their CV or resume)

List of potential clinical sites

Please contact Matthew Millard with any questions at (515) 725-1077 or matthew.millard@idph.iowa.gov.